



**Workplace Specialist Workgroup  
Selections from May 22, 2002, meeting**

Members Present: Shawn Sriver (staff), Marilyn Metzler, Dan Grayson, Patty Shutt, Sam Cotton, Barry Norman, William Wyatt

Shawn Sriver discussed the charge with the group and indicated that the estimated number of meetings would be 6-8. The charge included:

1. To complete continuing education point chart and professional development plan standards.
2. To develop a framework for the beginning teacher assessment for the workplace specialist teacher to include length of program, logistics for mentoring program, assessment tool, etc.
3. To recommend the assessment tool to be used for the required occupational competency exam and the required basic skills test.
4. To develop a manual to be given to all beginning workplace specialist teachers by the area career and technical education director.

In discussing the charge, Shawn indicated that the process would be to take each item to the Executive Committee of the IPSB as either an action or information item.

The group discussed as their first issue an examination of the **Workplace Specialist Professional Growth Plan Point Values and Experiences** chart. It was explained that Sam Cotton, Dan Grayson and Shawn Sriver had already met prior to the decision to have this workgroup to complete a first draft of the chart. Committee members were asked to give feedback on the chart and did so by going over each row. A second draft will be presented at the next meeting along with a survey instrument to send to directors for feedback.

One suggestion was that college coursework serve as the only option. The committee felt that the other options needed to remain, but recommended college coursework be highlighted by being listed first on the chart.

The committee also determined that several options would need additional clarification through the use of forms that would appear in the manual.

The committee next discussed the beginning teacher assessment for the workplace specialist. The committee reached consensus that the beginning teacher assessment and the initial workplace specialist license be two years in duration. Shawn indicated that the workgroup would then need to outline the requirements of the program for the Board.

The financial implications were discussed and Shawn will report to the committee the possibilities at the next meeting.

The committee agreed that the issue needed to be attacked by separating it into two subparts: 1) the product expected from the beginning teacher at the end of the two-year period and 2) the components of the mentorship. The workgroup agreed to concentrate on item one at the next meeting.

The committee also discussed the testing issue and agreed that a future meeting would need to be dedicated to listing the specific appropriate exam for each licensing area and to build a rationale to share with the Board on the use of these exams.

It was also suggested that an investigation of what some other states were using as an exam be done at some point. Patty Shutt indicated that she was impressed by the vocational technical programs within Oklahoma, Ohio and Florida.

Next Meetings:        July 18, 2002  
                              August 28, 2002  
                              September 19, 2002

All meetings will be held at the McKenzie Career Center and begin at 9:00 a.m.